

## ANNOUNCEMENT NUMBER: 15-13

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**OPEN TO:** All interested candidates

**POSITION:** French Language Instructor  
FSN-07; FP-7

**OPENING DATE:** 07/10/2015

**CLOSING DATE:** 07/23/2015

**WORK HOURS:** Full Time (40 hours per week)

**SALARY:** Actual salary and grade will be based on the qualifications of the applicant.

ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION. For complete details click on: <http://Niamey.USEmbassy.gov>

The U.S. Embassy in Niamey is seeking applications from **qualified individuals** for the position of **Language Instructor** in the Human Resources Office.

### **BASIC FUNCTION OF POSITION:**

Incumbent instructs employees and/or dependents in French using FSI instruction books along with FSI language cassette tapes and other methods and materials depending on the students' abilities.

Complete position description is available in the Human Resources office.

### **QUALIFICATIONS REQUIRED:**

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. **Education:** Bachelor Degree in language related subject and/or teaching of comprehensive information supporting each item.
2. **Prior Experience:** One year of work related experience teaching French language, and one year teaching French as a foreign language to non-French speakers..
3. **Language Proficiency:**  
**French:** Possess a demonstrated Level IV proficiency in French. This level of language proficiency is achieved through acculturation in the French language, and cultural environment in France and/or a Francophone country.

**English:** Demonstrate, in a personal interview an ability to speak and understand English sufficiently to perform instructor duties at level IV.

- 4. Job Knowledge:** Cultural background: - Possess the cultural background of France, or a Francophone country. Incumbent must have spent their “formative years” in the cultural environment, and have been schooled there through the equivalent of American secondary school. Incumbent must demonstrate that they have resided in the language and cultural environment for at least 24 months in the past ten years, with at least 12 months continuous residence
- 5. Skills and Abilities:** Demonstrate in a personal interview the ability to interact with adults in a classroom setting, a professional interest in language teaching for adults and children, and a willingness to function as an effective member of the Post Language section’s team.

## **SELECTION PROCESS**

When fully qualified, U.S. Citizen Eligible Family Members (USEFMs) and U.S. Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

## **ADDITIONAL SELECTION CRITERIA**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed US Citizen EFMs who hold a Family Member Appointment (FMA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
5. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.

## **TO APPLY**

Interested Candidates should submit the following:

1. Universal Application for Employment as a Locally Employed Staff or Family Member (DS-174) available at: <http://Niamey.USEmbassy.gov>; **or**
2. A current résumé or curriculum vitae that provides the **same information** as the Universal Application for Employment (see Appendix B); **or**

A combination of both; i.e. Sections 1 -24 of the Universal Application for Employment along with a listing of the applicant's work experience attached as separate sheet; plus

3. Candidates who claim U.S. Veterans preference must provide a copy of their form DD-214 with their application. Candidates who claim conditional U.S. Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

## **SUBMIT APPLICATION TO**

Attention: Human Resources Office  
American Embassy  
BP 11201  
Niamey, Niger

## **POINT OF CONTACT**

Human Resources Office  
Telephone: (227) 20-72-26-62, Ext. 4146/4479

**Applications must be received by the closing date.**

**CLOSING DATE FOR THIS POSITION: July 23, 2015 at 17:30 PM.**

The U.S. Mission in Niamey provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

U.S. Mission Niamey is a drug-free work environment.